

DATE: December 14, 2005
TO: Michael G. Herring, CA
FROM: Mike Geisel, DPW\CE



SUBJECT: Meeting Minutes, PW\Parks 12/12/05

A meeting of the Public Works/Parks Committee began at 5:45 p.m. on Monday, December 12, 2005. Those in attendance included Chairperson Barry Streeter (Ward 2), Councilmember Barry Flachsbart (Ward 1), Councilmember Dan Hurt (Ward 3) and Councilmember Mary Brown (Ward 4). Also in attendance were Mike Herring - City Administrator, Mike Geisel – Director of Public Works/City Engineer, Brian McGownd – Deputy Director of Public Works/Assistant City Engineer, Bonnie Hubert – Superintendent of Engineering, Darren Dunkle – Superintendent of Parks, Recreation and Arts, Dale Houdeshell, Manager – Special Projects, Councilmember Geiger (Ward 2) and Councilmember Casey (Ward 3) both came in after the meeting started, Gary Perkins, Senior Landscape Architect for HNTB.

* **To be discussed at the 1/4/06 meeting of City Council.**

Agenda Item #1: Councilmember Brown moved and Councilmember Flachsbart seconded to approve the minutes of the August 2, 2005 meeting. The motion passed, 4 – 0.

Agenda Item #2: Mr. Herring advised that several residents had expressed concerns regarding ongoing and frequent power outages occurring in the north portion of the City, and especially within the Greenfield Village Subdivision. Councilmember Flachsbart stated that trees and tree limbs falling onto the utility lines appears to be a significant problem. After additional discussion, **Councilmember Flachsbart motioned to authorize and direct the City Administrator to send a strong letter to Ameren UE, encouraging them to routinely trim trees not only within their easements/rights-of-way, but also trim those trees located on private property whose limbs are hanging over the utility lines, whenever possible obtaining resident permission to trim overhanging limbs back to the trunk, but in all cases to clear the easement. The motion was seconded by Councilmember Brown and passed, 4 – 0.**

* **Agenda Item #4a: Mr. Geisel summarized his memo dated December 6, 2005 explaining the need for undetermined repairs to repair leaks at the Central Park pool. **Councilmember Flachsbart moved, and Councilmember Brown seconded to recommend to City Council that an amount not to exceed \$70,000, to be funded from Proposition P, be approved for the repair of the leisure pool at the Chesterfield Family Aquatic Park to be performed by Lifeguards Unlimited/Pool Pros. Discussion ensued regarding the investigation effort that was determined to locate the problem. The motion passed, 4 – 0.****

Agenda Item #4b and c: Mr. Dunkle summarized his memos, both dated December 1, 2005, regarding proposed changes to the fees and charges policy due to the addition of the Miracle Field and proposed changes to the CVAC Fee Schedule for 2006 due to annual market surveys. In response to questions from the Committee he stated the adjustments in fees were based on the annual market survey of comparable facilities that Staff performs. Mr. Geisel reminded the Committee that 2006 represented the sixth year of City operation of the full CVAC, and that under the terms of the original contract, field pricing for the Ascension sponsored athletic teams were fixed. 2006 would be the first price increase for these patrons since the City took over the operation of the complex. **Councilmember Flachsbart motioned to recommend approval of the Fees and Charges –Departmental Plan, and**

the CVAC Fee Schedule for 2006, and forward to City Council for their consideration. The motion was seconded by Councilmember Brown and passed, 4 – 0.

Agenda Item #4d: Mr. Gary Perkins, Senior Landscape Architect for HNTB summarized an alternative configuration proposed for the main CVAC identification entry elements. The Committee expressed concerns that the sign be consistent with other signs located in the Valley. Mr. Perkins used the main sign at Chesterfield Commons as a comparison. He stated that the Chesterfield Commons sign was 32.5 feet tall, which is the tallest sign in the Valley. The proposed CVAC sign was proposed to be 45 feet tall due to the east bound sight lines on Highway 40, the scale of the facility and the height of the existing lighting facilities at the athletic complex. He stated that the sign face of the proposed CVAC sign was smaller than the sign face of the Chesterfield Commons sign. The Committee discussed the location of the proposed message board, the height of the sign and, again, the need to be consistent with the other commercial signs that have been approved in the area. Chairperson Streeter stated that he had no issues with the proposed sign. **Councilmember Flachsbart moved and Councilmember Hurt seconded to direct Staff to redesign the sign so that it is consistent in height and size with other signs within the area and relocate the electronic message board so it is located in such a way as to provide information directly to the complex users, and to bring the redesigned sign back to Committee for further consideration. The motion passed, 4 – 0.**

Agenda Item #3: Mr. Herring summarized the proposed City slogans that were developed by the Beautification Committee. He stated that Mayor Nations had requested that “City of Volunteers” be added to the list. **Councilmember Flachsbart motioned to thank the Beautification Committee for their efforts in developing a list of slogans, and to forward the slogan “City of Volunteers” to the City Council for their consideration. The motion died due to the lack of a second. After additional discussion, Councilmember Hurt moved and Councilmember Streeter seconded to thank the Beautification Committee for their efforts thus far, and to table this item. The motion passed, 4 – 0.**

Agenda Item #5a: Mr. Geisel introduced Mr. Dale Houdeshell who was recently hired by the Department as the City’s Manager – Special Projects. Mr. Houdeshell discussed the conceptual layout of the Parks Maintenance Building to be located at the CVAC. He reminded the Committee that the maintenance building was included as a Tier I improvement and that the cost of the building was estimated to be approximately \$3 million. After a brief discussion regarding the proposed elevations of the building and the proximity of the building to I-64, **Councilmember Flachsbart moved and Councilmember Hurt seconded to endorse the conceptual layout of the Parks Maintenance Building, but that the architectural drawings be provided to the Architectural Review Board for their comments, but that progress continue to facilitate bidding and construction in the 2006 season. The motion passed, 4 – 0.**

Agenda Item #5b - i: Mr. Houdeshell briefed the Committee on multiple projects that he has been working on.

* **Agenda Item #6:** Ms. Hubert summarized her memo of December 6, 2005 regarding proposed

changes to the City's grading and erosion control requirements. **Councilmember Flachsbart moved and Councilmember Hurt seconded to forward an ordinance which amends Chapter 12 of the City Code, Grading, Erosion and Sediment Control to the City Council with this Committee's recommendation for approval, and to approve the proposed changes to the Sediment and Erosion Control Manual. The motion passed, 4 – 0.**

Agenda Item #7: Mr. Geisel reviewed MoDOT's letter dated November 22, 2005, regarding the City's banners which are located on MoDOT poles, and the need for the City to perform a structural analysis of the poles to determine if the pole could withstand the additional wind load associated with the banner. After a brief discussion, **Councilmember Flachsbart moved and Councilmember Streeter seconded to direct Staff to remove all banners located on MoDOT poles. The motion passed, 4 – 0.**

* **Agenda Item #8:** Mr. Geisel reviewed his memo of December 9, 2005, regarding the Clayton Road Municipal Agreement between the City and the Missouri Highways and Transportation Commission. **Councilmember Flachsbart moved and Councilmember Hurt seconded to forward an ordinance authorizing the City Administrator to execute the Clayton Road Municipal Agreement to the City Council with this Committee's recommendation for approval subject to review by City Attorney Rob Heggie. The motion passed, 4 – 0.**

* **Agenda Item #9:** Mr. McGownd reviewed his memo of November 15, 2005, regarding underground electric along Olive and Chesterfield Parkway East. **Councilmember Hurt moved and Councilmember Flachsbart seconded to recommend that City Council use up to \$200,000 from fund reserves, such that additional capacity can be added to the Sachs utility improvement project which will allow the City to place the existing overhead facilities underground along Chesterfield Parkway East in the future if the City so desires. The motion passed, 4 – 0.** The Committee made it clear that by funding \$200,000 now for the additional capacity does not commit or guarantee that any work regarding this issue will be completed in the future.

* **Agenda Item #10:** Mr. Geisel reviewed a request from the trustees of the Baxter Ridge Condominium Association to establish a parking restriction along a portion of Baxter Ridge Drive. **Councilmember Hurt moved and Councilmember Flachsbart seconded to forward an ordinance to the City Council to establish a voluntary parking restriction on the west side of Baxter Ridge Drive, between Cedarmill and Kersten Ridge Drive with this Committee's recommendation for approval. The motion passed, 4 – 0.**

Agenda Item #11: Mr. Geisel reviewed his memo of December 2, 2005, regarding the construction of a sidewalk along Forest Crest. He stated that the Trustees of the Forest Ridge Manor Subdivision were opposed to the sidewalk. Councilmember Flachsbart stated that no further action was required at this time, but expressed his desire to have this section of sidewalk considered in the future as Staff develops and prioritizes a list of potential sidewalk projects. The Committee received and filed Mr. Geisel's memo.

Agenda Item #12: Mr. Geisel stated how difficult it is to schedule the meetings and expressed the

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need to develop a firm meeting schedule. After a brief discussion, **Councilmember Streeter moved and Councilmember Brown seconded to schedule the Committee meetings on the 4th Thursday of the odd numbered months, provided there are actions or issues to be considered by the Committee. The motion passed, 4 – 0.**

Agenda Item #13: Councilmember Brown passed out a letter that she had received from the Chesterfield American Legion Post 556 in which they request the City to consider allowing the POW/MIA flag to be flown on the pole that the Legion donated at the CVAC. Councilmember Brown stated that the Legion offered to supply the flag. Mr. Geisel reminded the Committee that the POW\MIA flag is flown at the Public Works Facility, where three poles exist, allowing for the federal, state, and city flags as well. Mr. Geisel indicated that the Legion had made the request to the City, but the flag pole provided by the Legion was a single, internal halyard, that did not allow additional flags. Further, modifying the flagpole could be unsafe since it was not designed for the additional wind load associated with a second flag. Although the City had not previously developed a policy on flag use, the Department desires to add the flag, but in conjunction with the state and City flag, which would necessitate at least two more poles and lighting facilities. None of these items have been budgeted or planned. Discussion ensued regarding the type of pole that was donated and the desire to fly the state and City flag at the CVAC. The Committee directed Staff to look into this matter and report back.

The meeting was adjourned at 7:40 pm

Cc: Mayor John Nations
Department Heads/Executive Staff